

SQ Test Readiness Review (TRR) Product Checklist

Date(s) of Assessment: _____ Project: _____
 Assessor(s): _____ [Product/Process] Examined: _____

(Y=Yes, N=No, NA=Not Applicable)

		(Y / N / NA)	w/Comments #
1	Does the review package include the following documents/supporting data:		
1a	Updated documents baselined at prior reviews (SCR, PDR, CDR)		
1b	Software Test Results (for code and unit testing)		
2	Has the requirement and design documentation been reviewed and approved?		
3	Has the code and peer review documentation been reviewed and approved?		
4	Has the testing environment been adequately documented?		
5	Is the testing environment operational?		
6	Have the results of the unit testing been verified against the requirements?		
7	Has the test plan identified the team or resources necessary for performing the testing activities?		
8	Has the test plan been updated to include all possible test scenarios (cases)?		
9	Has the Software Requirements Traceability Matrix (SRTM) been developed and updated with initial requirements and corrected discrepancy reports?		
10	Have all requirements been included in the test procedure document?		
11	Are the software requirements and testing requirements uniquely identified and traceable in the SRTM?		
12	Has the SRTM been included in the presentation package?		
13	Have any safety issues been identified concerning the testing activities?		
14	Is the new and updated software under configuration management (CM) control?		
15	Have all discrepancy reports, not fixed, been analyzed to ensure they will not degrade the testing effort?		
16	Have all workarounds and non-functioning software components been identified to the tester?		
17	Is the testing documentation compatible with the Software Development Plan?		
18	Has the acceptance and/or failure criteria been identified?		
19	Have the pertinent people been invited to the TRR to provide comment on the readiness of testing activities?		
20	Is there evidence that CM procedures are being implemented as specified in the CM Plan?		
21	Is a summary of SQ activities presented?		
22	Are technical risks, mitigation plans and issues documented with plans for tracking and closure?		
22	Was status given on action items from the Critical Design Review?		
24	Are lessons learned addressed?		
25	Are there any risks, issues, or request for actions (RFAs) that require follow-up?		

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COMMENTS PAGE _____ **of** _____

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